



**Friday September 1st
Blue Earth Plaza**

VENDOR REGISTRATION FORM

Contact Name: _____

Company/Organization Name: _____

Address: _____ City, State, And Zip: _____

Telephone: _____ Email Address: _____

Vendor Space Prices

| | | |
|--|----------------|----------------|
| Specialty Food Truck Vendor COMES w/electricity: | \$250 | |
| Booth Spaces: (circle one) | 10'x10' | 10'x20' |
| Commercial Vendor - selling merchandise and/or food | \$200 | \$300 |
| Commercial Vendor - not selling merch/food | \$150 | \$250 |
| Non-profit or Student Org. - selling merch/food | \$125 | \$175 |
| Non-profit or Student Org - not selling merch/food | \$75 | \$125 |

ELECTRICITY (ADD ON) **\$50**

Please return original copies of the full vendor agreement to the address below. **FUNDS PAID IN FULL MUST ACCOMPANY THE REGISTRATION** or the registration will be considered pending and not guaranteed. Registrations postmarked after August 14th will be charged a \$30.00 late processing fee.

Purple Power Play ATTN: Vendor Coordinator • P. O. Box 1166 • Manhattan, KS 66505
• purplepowerplay@gmail.com •

*****ONLY vendors with food trucks WILL be allowed to bring their own generators*****

******ELECTRICITY INFORMATION-....YOU MUST BRING YOUR OWN EXTENSION CORDS.
THEY WILL BE NECESSARY FOR ALL PURCHASING ELECTRICITY**

PPP is unaware of what length you will need as the vendor section is still being determined. PLEASE BE PREPARED

A limited number of 20-amp, 110v electrical outlets are available.

Booths with electric will have access to ONE plug in! Please bring power strips for your booth is you need more outlets

Vendor Agreement

I. The Purple Power Play, Inc. community festival will be September 1st 2023 in Blue Earth Plaza, Manhattan, Kansas. Please plan for Kansas' turbulent weather when setting up your booth. The evening's activities will be canceled if The City Park area is included in thunderstorm or tornado warnings issued by the National Weather Service during the event.

- II. All booth spaces measure 10 feet deep.** Participants agree to have someone manning their space at all times between 5:00 p.m. and 9:00 p.m. during the day of the event. Vendor set up time begins at 12:00 p.m. and must be completed by 5:00 p.m. **To ensure the safety of all participants, vehicles WILL NOT be allowed access to the vendor area after 4:30p.m. Vendors will not be allowed to arrive late or leave early. NO EXCEPTIONS.** Vendors may choose to leave booth items, tent, equipment, etc., at their own risk. Purple Power Play, Parks & Recreation and the City of Manhattan assume no responsibility for items left overnight. No vehicles will be allowed to stay within the booth area overnight unless prior approval and part of your booth space.
- III. Vending opportunities** include selling food products, nonalcoholic beverages and merchandise, providing entertainment or activities for fundraising, and conducting community relations campaigns, provided that all activities are in keeping with family oriented fun. Vendor booth space assignments are TBD and your space location will be identified and provided to you after the Registration Deadline. Vendors will be assigned an area based on the need, payment of funds, and sponsorship priority.
- IV. Booth fees assist in the marketing of the festival and are nonrefundable.**

V. Each food vendor is required to have a valid Food Establishment License issued by the KS Department of Agriculture. It is the SOLE responsibility of each vendor to obtain the necessary documentation needed. Failure to abide by KSDA requirements may result in inability to participate as a vendor. For a complete list of requirements, contact the city's customer service representative at 785-587-2489 or the KS Dept. of Ag at 785-564-6767.

VI. All vendors are required to participate the entire day of the event. All vendors must be approved by the PPP board of directors.

VII. All booth spaces are to be occupied by one organization only & may not be shared, sublet, etc.

VII. Participants additionally agree to the following conditions:

- A. Participants shall keep the allotted space clean and free from trash and litter and leave the area in at least as good condition as it was before this event. No one will be allowed to sell or give away items that are designed to become "instant trash", e.g. Silly String or Bomb Bags. The PPP Board of Directors determines what is considered "instant trash".
- B. Participants shall observe all municipal ordinances, laws or regulations and rules of any governmental body which might be applicable to this event.
- C. Participants shall conduct activities in accordance with standards of good taste and shall not permit any unlawful or immoral activity. The PPP Board of Directors shall be the sole judge as to what activities are considered in good taste or are immoral.
- D. All equipment and services (tables, chairs, extension cords, ladders, etc.) shall be solely provided by the vendor and ALL activities shall be contained within booth boundaries. Purple Power Play, Inc. will not provide tables, chairs or any other items to vendors.
- E. Participants agree to assume full responsibility for loss or damage to their person or works during the festival.
- F. Reporting of sales tax collected will be the responsibility of the participants.
- G. Participants shall peacefully vacate the event if requested by any PPP Board of Directors member for violation of any of the conditions of this contract.

Waiver - Release from liability.

In consideration of being allowed to participate in any way in the Purple Power Play, Inc. Community Festival, I, the undersigned as an authorized representative of my business or organization:

1. Release, waive, discharge and covenant not to sue the organizers of the Purple Power Play, Inc. Community Festival, The City of Manhattan, KS, Manhattan Parks and Recreation or ANY OTHER affiliated organizations, their respective administrators, directors, agents, or employees of the organizations, other participants, sponsoring agencies, sponsors, advertisers, and owners and lessors of premises used to conduct the event, all of which are hereafter referred to as "releasee", from demands, losses or damages on account of injury, damage to property or death caused or alleged to be caused in whole or in part by the negligence of the "releasee" or otherwise. There is ZERO responsibility to anyone or anything surrounding Purple Power Play Inc.
2. I agree that prior to participating, I will inspect the facilities and equipment to be used, and if I believe anything is unsafe I will immediately advise the event coordinating staff of such conditions and refuse to participate.
3. I agree to all the terms listed in this contract.

Authorized Signature _____ Date _____

Business or Organization (Vendor) Name _____